

Program Memorandum Intermediaries

Department of Health &
Human Services (DHHS)
Centers for Medicare &
Medicaid Services (CMS)

Transmittal A-01-117

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CHANGE REQUEST 1885

SUBJECT: Production Dates for the Provider Statistical and Reimbursement (PS&R) Report and Extension of Due Date for Filing Provider Cost Reports.

The purpose of this Program Memorandum (PM) is to inform all fiscal intermediaries (FIs) and providers of the release timelines for the Provider Statistical and Reimbursement (PS&R) report program, and the due dates for provider cost reports.

Provider Statistical and Reimbursement Program

On October 3, 2001, CMS will be forwarding to the FIs version 27.0 of the PS&R program. Version 27.0 will include changes to the PS&R program that were a result of the introduction of the Home Health Prospective Payment System (HHPPS) and the Outpatient Prospective Payment System (OPPS). The FIs that are using the Fiscal Intermediary Standard System (FISS) will install version 27.0 and are expected to begin processing claims data through the PS&R system no later than December 3, 2001. The installation process will include downloading, and testing the PS&R program as well as updating all JCL and peripheral programs.

FIs that are using the Arkansas Part A Standard System (APASS) will be allowed an additional 30-day grace period, because the APASS maintainer is in the process of updating the claims processing program. What this means is that the cost report due dates for APASS user FIs and providers will be 30 days later than those using the FISS maintainer system.

Provider Cost Reports

All hospitals (Form CMS-2552-96), skilled nursing facilities (Form CMS-2540-96) with a provider based home health agency, home health agencies (Form CMS-1728-94), and community mental health centers (Form CMS-2088-92) are required to adhere to the cost report due dates recorded in the chart below. The chart also includes information pertaining to the FIs' responsibility to produce PS&R reports and the dates the reports are to be forwarded to the providers. The cost report due dates are based on allowing the providers 30 days to complete the cost report plus an allowance of seven days for the postal service to deliver the PS&R.

Cost Reporting Year Ending Dates	Claims Processed Through Dates	PS&R Mailed to Provider by Dates**	Cost Report Due Dates**
*August-September 30, 2000	December 31, 2000	January 11, 2002	February 17, 2002
October-December 31, 2000	March 31, 2001	February 1, 2002	March 10, 2002
January-March 31, 2001	June 30, 2001	February 22, 2002	March 31, 2002
April-June 30, 2001	September 30, 2001	March 22, 2002	April 28, 2002
July-September 30, 2001	December 31, 2001	April 19, 2002	May 26, 2002
October-December 31, 2001	March 31, 2002	May 10, 2002	June 16, 2002

* The due dates for cost reports of free standing home health agencies are not affected during this time period, and are required to be filed within five months of their fiscal year end date.

** APASS FIs and providers are allowed an additional 30 days from these dates to mail the PS&R's and to submit cost reports.

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FIs that are also functioning as regional home health intermediaries (RHHIs) will need to transmit electronically to the audit intermediaries (AI's) all PS&R related information at least five business days before the dates identified in the column labeled "PS&R Mailed to Provider by Dates".

This PM does not preclude a provider from filing cost reports timely, and basing the filing of the cost report on the provider's own records and claims data. Intermediaries should exercise caution when issuing tentative settlements in the absence of the PS&R.

SNF Cost Reports

Due to delays in the approval of electronic vendors for the skilled nursing facility (SNF) cost reports the following extensions will be granted:

- SNFs with only a provider-based hospice will continue to file the free standing Form CMS-1984-99 through filing date December 31, 2001.
- Free-Standing SNFs with fiscal years ending between February 28, 2001 and July 31, 2001 are extended and due December 31, 2001.

The *effective date* for this PM is October 3, 2001.

The *implementation date* for this PM is December 3, 2001.

The instructions contained in this PM should be implemented within your current operating budget.

This PM may be discarded after October 31, 2002.

If you have any administrative questions, contact David Goldberg (410-786-4512), Tom Talbott (410-786-4592) or Edward Tregoe (410-786-6827).

If you have any technical questions, contact Michael O'Leary (410-786-6432).